

HOLY TRINITY FINANCE COUNCIL

Thursday, September 23, 2021 @ 6:30pm
Meeting hosted by Mary Gisler in HT MC also hosted virtually on Zoom

Attendance: Mary G., Fr. Neal, Bill M., Andy, Kathy P.(zoom), Tom N., Katie Parmenter (Zoom)

6:31 Opening Prayer – Led by Fr. Neal

6:32 Business Manager- Mary Gisler

- School Enrollment/Change Out of Parish Tuition – Father reported that the Board of Ed discussed Out of Parish tuition at their last meeting.
- Hot Lunch –Discussed reporting requirements for Hot Lunch Program.
- Financial reports/questions – Mary presented a report on the August Financials by email to Council members.
- Council Secretary – Mary noted that she, as Business Manager and an employee, should not be recording the formal minutes of Council Meetings.
- The board went over questions submitted by Tom Nolan (Finance Member).

Steps taken:

- Council agreed that we need to recruit additional members. Our current Trustees were appointed in 2016, so we will need to appoint new trustees next year.
- We will work to make Andy Negrete a signer on the bank accounts, with Mary Gisler having “view only” privileges
- HT does not have a general bankcard, only store cards. Original receipts are presented for each purchase to the Business Manager.
- Our Diocese is focused on Cyber Attacks. The Council agreed that there should be two-person authorization for transactions \$10,000 and up. Council discussed multi-faceted authentication & dual controls.
- Many issues were discussed and recommendations brought up for our Tech Committee.
- The Council discussed forming a separate Safety Committee that would meet quarterly. This also will need personal recruitment.

Director of Operations – Andy Negrete

- Smoke detectors/alarms in church building – Still in progress.
- Church Doors – Still in progress.

Board of Ed – no report.

Approximately 7:28 pm Adjourn